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MEMBERS:

Beatrice Acosta  
Representative  
District 4

Pat Paul  
Supervisor  
District 1

Sallie Perez  
Representative  
District 2

Martin G. Petersen  
Stanislaus County  
Superintendent

George Skol  
Vice Chair  
Representative  
District 3

Dan Souza, LCSW  
Behavioral Health &  
Recovery Services

Margaret Szczepaniak  
Health Services Agency

John Walker, MD  
Chair  
Public Health Officer

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Robert H. Allaire  
Interim Executive Director

COMMISSION MEETING MINUTES

January 28, 2003

West Modesto Community Center  
401-E Paradise Road  
Modesto, CA 95351

Members Present: John Walker, MD (Chair), George Skol (Vice Chair), Bea Acosta, Supervisor Pat Paul, Dan Souza, LCSW, and Margaret Szczepaniak.

Members Absent: Sallie Perez and Superintendent Martin Petersen.

Staff Present: Robert H. Allaire, Interim Executive Director; Mick Krausnick, County Counsel; Dan Rosas, Staff Services Coordinator; Brenda Priest-O'Brien, Accountant; and Erica Inacio, Confidential Assistant.

I. Meeting called to order at 4:00 p.m. by Chair Walker. Commissioners and staff were introduced.

II. Presentations

A. Linda Avedon, Executive Director, United Way of Stanislaus, provided a presentation on "2-1-1 Information and Referral System".

III. Consent Calendar

**Moved Skol, Seconded Acosta. The consent calendar was unanimously approved.**

IV. Agenda Items

A. Approval of the Commission Meeting Minutes for December 3, 2002.

**Moved on consent**

B. Executive Director's Report

1. The Commission adopted the Commission's Meeting Schedule for 2003 with the proposed meeting times. The Commission has scheduled their meetings for the following dates: February 25, March 25, April 29, May 27, June 24, August 26, September 23, October 28 and December 2. *In the month of February and December, the meetings will start at 4:00 p.m. due to weather conditions. On the other dates, the meetings will start at 5:30 p.m.*

**Moved on Consent.**

2. The Commission accepted a chart identifying the Internal Operational Functions of the office of Stanislaus County Children & Families Commission. Furthermore, the Interim Executive Director was instructed to work with the Commission staff and the Administrative Committee to develop job descriptions and/or staff functions to address these Internal Operational Functions. The Interim Executive Director is to work with the Commission Accountant and the Administrative Committee to prepare a FY 2002/03 and FY 2003/04 budget to reflect these Internal Functions.

**Moved Skol, Seconded Szczepaniak. Unanimously Approved.**

3. The Commission approved the recruitment for an Executive Director (Manager



IV) for the Children & Families Commission. Along with this a timeline for the recruitment was provided. The recruitment is to begin February 1, 2003, with final interviews by the Commission on March 25, 2003. The filing deadline will be February 19, 2003 or until sufficient applications are received.

***Moved Skol, Seconded Souza. Unanimously Approved.***

4. The Commission approved a request for additional funds of \$11,000 through June 30, 2003 for the Pilot Program Intensive Student Advising through the Child Development Consortium of the Yosemite Community College District. The Commission had previously approved the extension of this program through June 30, 2003, and had instructed the United Way of Stanislaus County to re-review this program by April 2003. This approval will provide adequate funds for this program through June 30, 2003.

***Moved Souza, Seconded Paul. Unanimously Approved.***

#### C. Committee Reports

1. The Commission accepted a report provided by the ad hoc committee on Financial Planning and instructed the Commission staff to use these principles in recommending future budgets and program funding. The Commission also agreed to establish a \$22 Million Reserve to be accessed over the next ten years (through FY 2011/12). The Commission instructed the Commission staff, working with the Administrative Committee, to address the worst-case scenario and increase the annual decline to 7% instead of 5%. Finally, Commission staff and the Administrative Committee will return to the Commission with specific recommendations regarding facilitating sustainability.

***Moved Skol, Seconded Szczepaniak. Unanimously Approved.***

2. The Commission accepted the recommendations of the Health & Education Committee. As a result the staff was instructed to develop a plan and budget for the Commission to work with the Commission funded partners in order to provide community outreach at the eleven listed special events in Stanislaus County. The Commission staff was further instructed to develop a public awareness campaign plan and budget that will include publicizing Commission messages on area theater screens, over local radio, through cable TV, etc. The Executive Director was instructed to develop a plan and a budget to address the evaluation of Commission funded programs.

***Moved Paul, Seconded Skol. Unanimously Approved.***

3. The Commission accepted the Minutes of the Administrative Committee.

***Moved Souza, Seconded Paul. Unanimously Approved.***

4. The Commission accepted the recommendations of the Executive Committee of developing two separate policies. The Commission instructed Commission staff to work with the Administrative Committee to develop and write a policy to designate Commission funds for not-for-profit organizations, community-based organizations, faith-based organizations, schools and government programs. The other policy would be to designate Commission funds for licensed childcare providers/facilities. On another note, the Commission staff was instructed to determine availability and interest of Commissioners and outline the purpose and agenda for Commission Planning Day in the Spring of 2003.

***Moved Acosta, Seconded Skol. Unanimously Approved.***

#### D. Program Reports

1. The Commission accepted a monthly report from the CARES Project

***Moved on Consent.***

2. The Commission accepted a monthly report from Stanislaus County Office of Education.

***Moved on Consent.***

3. United Way of Stanislaus County

- a. The Commission approved the continued funding of the ***Ride Immunization Registry Provider Assistance Project*** of the Stanislaus County Health Services Agency. The Pilot Program is to be funded (\$19,000) through June 30, 2003. The Commission recommended for the program to explore all possibilities to leverage State or Federal funds to expand the program. United Way of



Stanislaus County will follow through with the recommendations of the Pilot Program Review Team and will re-convene the Pilot Program Review Team by May 2003 and forward their recommendations to the Commission.

**Moved Souza, Seconded Paul. Unanimously Approved. (Abstained Szczepaniak and Walker)**

- b. The Commission approved for the **Community Police Officer** of the Modesto City Schools – *Bret Harte Elementary School* to continue to be funded (\$12,500) through June 30, 2003. The Commission recommend for the program to explore all possibilities to seek matching funds or leverage State or Federal funds. United Way of Stanislaus County will follow through with the recommendations of the Pilot Program Review Team and will re-convene the Pilot Program Review Team by May 2003 and forward their recommendations to the Commission.

**Moved Skol, Seconded Paul. Unanimously Approved.**

- c. The Commission approved for the **Community Police Officer** of the Modesto City Schools – *Shackelford Elementary School* to continue to be funded (\$12,500) through June 30, 2003. The Commission recommend for the program to explore all possibilities to seek matching funds or leverage State or Federal funds. United Way of Stanislaus County will follow through with the recommendations of the Pilot Program Review Team and will re-convene the Pilot Program Review Team by May 2003 and forward their recommendations to the Commission.

**Moved Skol, Seconded Paul. Unanimously Approved.**

- d. The Commission took **no action** on extending the length of the **Drug Endangered Children Project** of the Stanislaus County Drug Enforcement Agency, which terminated on January 31, 2003. The findings of the review confirmed that the Community Services Agency would be the appropriate agency for this program with the Stanislaus Drug Enforcement Agency as a partner.

#### V. Correspondence

- A. The Commission accepted a “thank you” letter from the Children’s Crisis Center.

**Moved on Consent.**

- B. The Commission accepted a letter from the California Children & Families Commission approving the School Readiness application for the Patterson Unified School District.

**Moved on Consent.**

- C. The Commission accepted a letter from the California Children & Families Commission approving the School Readiness application for the Modesto City Schools.

**Moved on Consent.**

#### VI. Public Comment Period

Linda Butterfield, Child Development Consortium, notified the Commission that the Child Development Division may be eliminated by the State. The Child Development Consortium funding could end on June 30, 2003. Even though the State may not fund them any longer, they can apply for Block Grants. Interim Executive Director, Bob Allaire, also serves as Chair with the Children’s Council, recommended that Linda attend the February meeting of that Council (February 19, 2003). They will be discussing impacts to children and families of Stanislaus County resulting from the recommended budget cuts.

#### VII. Commissioners’ Report – No reports.

#### VIII. Executive Director’s Report

The Commissioners were provided with information on the upcoming Annual Statewide Conference of County Commissions.

Commission staff and Commissioners will be present at a media event taking place on February 4<sup>th</sup> in Riverbank.

#### IX. Meeting adjourned by Chair Walker at 6:20 p.m.